



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF CLINICAL SOCIAL WORK EXAMINERS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF CLINICAL SOCIAL WORK EXAMINERS</b>
<b>MEETING DATE AND TIME:</b>	<b>Monday, September 16, 2013 at 9:00 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
<b>MINUTES APPROVED:</b>	10/21/2013

**MEMBERS PRESENT**

Florienda Scott-Cobb, Professional Member, **President**  
Rochelle Mason, Professional Member, **Vice President**  
Sandra Bisgood, Public Member, **Secretary**  
Fran Franklin, Professional Member  
John Mucha, Professional Member  
Kyla Teed, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Eileen Kelly, Deputy Attorney General  
Jessica Williams, Administrative Specialist II

**MEMBERS ABSENT**

Yen-Anh Gibson, Public Member

**ALSO PRESENT**

ChaTanya Lankford, Pressley Ridge  
Sandra Lantz, Department of Health and Social Services  
John Shuford, NASW

**CALL TO ORDER**

Ms. Scott-Cobb called the meeting to order at 9:11 a.m.

**REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the August 19, 2013, minutes for approval. Ms. Mason moved, seconded by Ms. Bisgood, to approve the minutes with corrections. Motion unanimously carried.

**NEW BUSINESS**

**Ratification of Applications to Sit for the ASWB Clinical Exam**

Ms. Mason moved, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB Clinical Exam for Karen McCall. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB Clinical Exam for Kathryn Stevens. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB Clinical Exam for Lindsay Griffin. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to ratify the application to sit for the ASWB Clinical Exam for Kelly Jones Motion unanimously carried.

Review of Applications to Sit for the ASWB Clinical Exam (Full Board Review Needed)

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Janice Putrino. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Harrison Reeder. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Janelle Birthwright. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for William Fountain III. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Stephanie Hiller. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Erik Lowery. Motion unanimously carried.

Ms. Mason moved, seconded by Ms. Scott-Cobb, to approve the application to sit for the ASWB clinical exam for Shana Petruccelli. Motion unanimously carried.

Review of Application for Licensure by Reciprocity (Full Board Review Needed)

Ms. Mason moved, seconded by Ms. Bisgood, to approve the application for licensure by reciprocity for Erik Mitchell. Motion unanimously carried.

Ratification of Applications for Licensure by Reciprocity

Dr. Franklin moved, seconded by Ms. Scott-Cobb, to ratify the application for licensure by reciprocity for Leticia Sanders. Motion unanimously carried.

Ms. Mason moved, seconded by Dr. Franklin, to ratify the application for licensure by reciprocity for Matthew Ditty. Motion unanimously carried.

Ms. Mason moved, seconded by Dr. Franklin, to ratify the application for licensure by reciprocity for Jean Brady. Motion unanimously carried.

Consideration of Consent Agreement Regarding Michelle Ropeter (Case 31-09-12)

The Board considered the consent agreement regarding Michelle Ropeter. Ms. Mason moved, seconded by Ms. Scott-Cobb, to reject the consent agreement. The Board suggested that due to the nature of the offense, that Ms. Ropeter's license be suspended for 90 days and she complete continuing education, specifically a one hour Delaware course on mandatory duty to report child abuse, and nine hours in ethics. Motion unanimously carried.

Review Inactive Status Request for Michelle Ropeter

The Board reviewed Ms. Ropeter's request to place her license on inactive status. Ms. Mason moved, seconded by Ms. Bisgood, to table the request until the Board approves an acceptable consent agreement. Motion unanimously carried.

Review Decision and Order for Ana Caruso (Case 31-03-12)

The Board reviewed the Decision and Order regarding Ana Caruso. An Order was circulated for Board members' signatures.

**UNFINISHED BUSINESS**

Discussion Regarding Proposed Statutory Revisions

Ms. Scott-Cobb advised the Board that the Office of Management and Budget's proposal regarding the grandfathering provision was not completed. The Office of Management and Budget is still in the process of completing a full review of the fiscal and operational impact to the State. Ms. Scott-Cobb suggested that OMB be notified of a deadline in order to submit input for the Board's consideration.

Ms. Scott-Cobb moved, seconded by Dr. Franklin, to notify OMB that they have 14 calendar days to submit their input on the proposed statutory revisions. If input is not received within 14 calendar days, the Board will be moving forward without their input. Motion unanimously carried.

Review Proposed Stakeholders Letter

The Board reviewed the stakeholder's letter, which Ms. Kelly updated to include the proposed exemption and grandfathering provisions. The Board discussed potential application fees for BSW and MSW application. Ms. Williams advised the Board that while they can suggest the application fees, the Division ultimately sets the fees. The Board is suggesting a \$50.00 fee for BSW applications, a \$75.00 fee for MSW applications and a \$140.00 fee for CSW applications.

The Board discussed the potential continuing education requirements for the proposed licensure types. The Board is suggesting that BSW licensees be required to complete 25 hours of continuing education, with three required hours of continuing education in ethics; MSW licensees be required to complete 35 hours of continuing education with three required hours of continuing education in ethics; and CSW licensees be required to complete 45 hours of continuing education, with three hours of continuing education in ethics.

Ms. Mason moved, seconded by Ms. Bisgood, to accept the stakeholder's letter with revisions and to e-mail the letter and the draft of the proposed statute to agency directors. Motion unanimously carried.

Review of Continuing Education Audit Documentation

The Board decided to review the continuing education audit documentation off the record, after the meeting adjourned.

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Dr. Franklin inquired about receiving numerous applications on the Friday's before the regularly scheduled Board meeting. The Board requested that Ms. Williams no longer amend the agenda the business day before the meeting, to include clean applications. If an application is clean, complete and ready for review,

Ms. Williams shall send the application to the designated Board member the Monday after the meeting. If an application requires full Board review, it shall be added to the amended agenda.

#### **PUBLIC COMMENT**

Ms. Lantz addressed the Board, specifically inquiring about the grandfathering provision for State employees. Ms. Kelly provided a brief explanation of the provision and advised Ms. Lance, that the stakeholder letter contains additional information regarding the proposed provisions.

Mr. Shuford expressed his interest in regards to the Board giving the Office of Management and Budget 14 calendar days to submit input. He also advised the Board that he contacted Secretary Landgraf, voicing his concerns about the delays from State agencies regarding the proposed revisions.

Mr. Shuford also stated that the previous set of minutes did not clearly represent what he said. Mr. Shuford expressed his concerns that with the delays, the legislation would not be enacted. He also reminded the Board that the proposed revisions only allow three years for a licensee to be on inactive status. Mr. Shuford followed up with the Board's prior conversation that an LGSW can practice clinically under LCSW.

Lastly, Mr. Shuford advised the Board that he provided them with a suggestion in the form of a memo approximately one to one and a half years ago pertaining to continuing education. In the memo, he suggested that the continuing education be 20 hours for BSW's, 30 hours for MSW's and 40 hours for CSW's. He also suggested that the required continuing education should also include cultural competency.

#### **CORRESPONDENCE**

There was no correspondence before the Board.

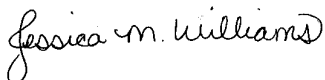
#### **NEXT MEETING**

The next meeting will be held on October 21, 2013 at 9:00 a.m. in Conference Room A.

#### **ADJOURNMENT**

Dr. Franklin moved, seconded by Ms. Mason, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 10:54 a.m.

Respectfully submitted,



Jessica M. Williams, Administrative Specialist II  
Delaware Board of Clinical Social Work Examiners